

Fundraising Manager Job Description



Reporting to: Managing Director

Salary: £35,000 – 38,000 full time (based on experience)

Based: Mainly at Good Company Hub but with some travel and home working

Two-year contract, potential to extend subject to funding.

The Role

This is an exciting opportunity to help Good Company realise its vision of creating a poverty-free future for our community through the development and delivery of an effective fundraising strategy.

Through this new organisational role, you will proactively create and grow fundraising income opportunities with individuals, community groups, the faith sector and grant giving trusts and foundations. You'll be at the heart of our local community, bringing our cause to life and building lasting donor relationships.

Through your fundraising expertise, you will have a proven track record of building relationships with individuals, community groups, trusts and foundations and other donors to achieve and exceed annual income targets. You'll have the capacity to create and craft compelling proposals and appeals that successfully engage and attract donations from new and existing supporters.

About Us

Good Company (Surrey) is a charity that works to prevent and alleviate poverty. Our mission is to lead our community towards a poverty-free future, while supporting those who need our help. We demonstrate our values by being compassionate, kind, trusting, engaged, non-judgemental and resourcing.

Our Foodbank is at the core of what we do and who we are. Our activities include Support Work and Counselling, Epsom and Ewell Refugee Network, the East Surrey Poverty Truth Commission and Epsom and Banstead Pantry.

Main responsibilities

- Explore and increase our applications to grant giving trusts and foundations promoting Good Company and its projects to successfully attract funding.
- Be proactive in identifying, engaging and building good relationships with prospective corporate donors, successfully securing them as funding partners. Alongside this you'll

deepen engagement and grow our relationships and partnerships with existing corporate donors.

- Work to develop our church and faith partnerships to ensure these are increased, ongoing and become regular support.
- Work with colleagues across Good Company to develop authentic, compelling, creative and winning funding and partnership proposals that can successfully engage partners and align with their needs, motivations, areas of interests and values.
- Design and deliver excellent, engaging and regular stewardship communications and powerful fundraising appeals alongside establishment of associated data and systems, to grow our income and pool of individual supporters making one off or monthly donations.
- Explore and implement ways of promoting Good Company and its projects to successfully attract an ever-greater number of individual donors, some of which will be in the high value supporters' field.
- Support our partnership work with other Trussell based foodbanks in Surrey to address poverty.
- Work with and support external consultants and colleagues across the wider Trussell Trust network to help secure fundraising partnerships and income from grant giving trusts and foundations.
- Develop, monitor and manage a fundraising portfolio capable of generating in excess of £750,000 per annum. You will establish a fundraising pipeline, including a range of indicators that can be tracked and that will enable you to make informed projections regarding future income.
- Forge strong relationships with colleagues across the wider Trussell Trust network, sharing best practice and learning from other charities across the network. You will proactively take advantage of any fundraising training and skills development opportunities and engage with any joint fundraising opportunities.

Wider organisational responsibilities

- Embrace being part of the wider team and support Good Company's vision and values.
- Familiarise yourself with Good Company's policies and procedures and implement these in your work.
- Carry out other duties as agreed by your line manager, the Managing Director.
- In agreement with your line manager, pursue a personal programme of learning and development to enhance your skills and performance.
- Keep in contact with the Trussell representatives and participate in the wider network where appropriate.

Person Specifications

Skills and Experience:

Essential

- A strong experience of fundraising, particularly from grant giving trusts and foundations.
- An understanding of corporate partner, individual giving and fundraising from community groups, associations and faith sector.
- Excellent communication skills - both written and oral.
- Excellent relationship management skills, you will inspire and motivate existing and prospective supporters, providing excellent stewardship and crafting compelling and winning funding proposals and appeals.
- Experience of setting, managing and reporting against fundraising KPI's.
- Experience of working with, supporting and overseeing external consultants.
- A tenacious individual, able to embrace, develop and shape a new role. A self-starter who is able to self-motivate and is well organised and proactive.
- Ability to work in a stressful environment with financial targets.
- Emotional intelligence and ability to influence.
- Excellent and established interpersonal skills demonstrating a value for all people.
- Comfortable with IT systems, including databases, Microsoft excel, cloud file-sharing.
- Driving license or ability to travel around the community.

Desirable

- Ability, experience, and passion to engage with people experiencing poverty and food insecurity.
- Experience working or volunteering in an organisation that deploys volunteers.
- An awareness of poverty and its wider impact.

Personal attributes:

- People focused.
- Honesty and integrity.
- Passionate about tackling poverty.
- Flexible and proactive.

Good Company (Surrey) Trust is a charity founded on Christian values. Not every member of the team is a Christian, but we all subscribe to the same values and hope that new team members will too. We are a registered charity: 1197493